

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS
COMMITTEE ON CONGESTION MANAGEMENT
AND AIR QUALITY (CMAQ)**

**MINUTES
MEETING OF APRIL 25, 2005**

At 3:03 p.m., the meeting was called to order by Chairman Marland Townsend in Conference Room C of San Mateo City Hall.

Members Attending: David Bauer, Jim Bigelow, Judith Christensen, Tom Davids, Linda Larson, Vice Chair Sue Lempert, Arthur Lloyd, Karyl Matsumoto, Irene O'Connell, Barbara Pierce, Sepi Richardson, Chairman Marland Townsend, and Onnolee Trapp.

Staff/Guests Attending: Walter Martone and Geoff Kline (C/CAG Staff - County Public Works), Tom Madalena (C/CAG Staff – County Planning), Richard Napier (C/CAG Executive Director), Christine Maley-Grubl (Peninsula Traffic Congestion Relief Alliance), and Pat Dixon (Transportation Authority CAC and MTC Elderly and Disabled Advisory Committee).

1. Public comment on items not on the agenda.

Christine Maley-Grubl from the Alliance announced that this year's Bike-to-Work Day will be on Thursday, May 19th. Events in San Mateo County to promote this Day and the use of bicycles for commuting are being coordinated by the Alliance.

CONSENT AGENDA

2. Minutes of February 28, 2005 meeting.

It was noted that the date at the top of the minutes was incorrectly listed as January 31, 2005.

Motion: To approve the Minutes as amended with the date changed to February 28, 2005. Bigelow/Richardson, unanimous.

REGULAR AGENDA

3. Recommendations for the award of grants under the Transit Oriented Development Program (TOD).

Tom Madalena presented this item for consideration by the Committee.

A total of 14 projects were submitted.

\$2.7 million was available to fund projects.

The criteria for funding eligibility was that the project be located within one-third mile of a rail station and have a density of at least 40 units per acre.

Construction on the project must begin within 2 years of the adoption of the funding

recommendation by C/CAG.

A total of 2192 bedrooms, of which 727 were considered affordable units, were eligible for the funds.

Based on the funding available, each bedroom can be awarded \$1,182 and each affordable unit can be awarded \$149. Project sponsors must show proof of the affordable units before they can receive the funding.

It is totally up to each individual jurisdiction to determine the rate if any of affordable units to be included in a project.

There will likely be another round of incentive funding in about two years time.

Any funds that are not utilized by the projects in this funding cycle will roll over to a future funding cycle.

Questions/Comments:

It was suggested that due to the fact that this program has become popular and that more applications are being received than funds available, consideration should be given to supplementing the pot of funds with additional money.

C/CAG may want to consider different incentives when a project exceeds a 10% or 20% affordable unit rate.

The project in San Bruno that has a density of 120 units per acre appears to be an extremely high density to be situated right next to the railroad tracks.

Staff should follow up on previously funded projects to determine the rates of transit usage.

Motion: To approve the award of grants under the Transit Oriented Development Program as recommended by the TAC and staff. Bigelow/O'Connell, unanimous.

4. C/CAG budget for Fiscal Year 05-06.

Richard Napier, Executive Director presented the draft transportation budget for C/CAG for fiscal year 05-06. The budget was built on a number of assumptions. They include:

The city/County assessments will be leveraged between 16 and 25 times by State, Federal, and other local funds.

The city/County assessments are being kept constant for the next fiscal year even though C/CAG expenses have been increasing. This will require the use of 100% of the reserve funds under transportation.

The main reasons that the transportation fund expenses have been increasing is because C/CAG is the sponsor of more transportation studies than it has ever been involved with in the past.

The General Fund expenses are being shared among the other funding sources as per a policy that was previously adopted by C/CAG.

C/CAG staff plans on becoming more aggressive in seeking and securing outside funds and grants.

C/CAG operates on a cash basis; therefore the beginning balance is more a reflection of cash flow than actual funding obligations for a particular year.

Matching funds from the Transportation Authority are also included in the budget for the Congestion Relief Plan.

The beginning balance for the Congestion Relief Plan shows a steep decline due to the fact that C/CAG approved a one-time allocation of funds to all member agencies to assist during the recent difficult funding times for local governments.

The Local Service element of the Congestion Relief Plan is for shuttles operated by the member agencies. It is paid for in the following manner – 50% by the member agency, 25% by C/CAG under the Congestion Relief Plan, and 25% by the Transportation Authority.

The Congestion Relief Plan also provides funding to the Alliance so that C/CAG will have a comprehensive, Countywide Transportation Demand Management program in operation.

The Transportation Fund for Clean Air Program is generally fully obligated each year to support employer based shuttles and the Countywide Transportation Demand Management Program operated by the Alliance.

The Abandoned Vehicle Abatement fund is basically a pass through of monies collected by the State and then granted to the individual local jurisdictions based on population and the number of vehicles abated.

The AB 1546 program will be starting up on July 1, 2005. It is anticipated that C/CAG will realize three-quarters of a year of funding during fiscal year 2005-06. Half of these funds will be provided to the cities and the County for transportation and NPDES programs. There was a one-time set up fee of \$104,000 that had to be paid to the Department of Motor Vehicles to collect the new fee authorized by AB 1546. This set up fee is being paid through a loan from the Congestion Relief Plan in fiscal year 2004-05. It will be repaid to that fund as soon as AB 1546 revenues are received in 2005-06.

Comments:

C/CAG should consider developing a multiple year rolling budget.

A glossary of acronyms would be helpful to understanding some of the budget abbreviations.

There should be an executive summary to the budget that provides all of the assumptions. Concern was expressed that by using up all of the transportation reserves and not having a member assessment increase in 05-06, there may be a need for a much steeper assessment increase in future years. The narrative to the budget should explain the reasons for keeping the assessments flat in 05-06 and to alert the Board and member agencies that there will likely be an increase in assessments of 5% in the following year.

Motion: To accept the tentative budget as presented by the staff. Richardson/Bigelow, unanimous.

5. Member comments and announcements.

Jim Bigelow:

The Metropolitan Transportation Commission has developed a new policy on Transit Oriented Development and has linked it to funding for new rail starts. There could be a negative impact of this policy on the Dumbarton Rail Extension program. This item

should be discussed at a future CMAQ meeting.

Judith Christensen:

CMAQ needs to consider population densities and the capacity of the land and infrastructure to handle future increases before adopting policies regarding addition densification of housing.

Sue Lempert:

A lawsuit has been filed against the Metropolitan Transportation Commission alleging that this body provides a higher level of subsidies to transit systems that have greater white population ridership and a lower level of subsidies to transit systems that have greater minority population ridership.

Santa Clara County appears to be taking steps to reduce its funding commitment to Caltrain in order to increase the funding to BART.

6. Adjournment and establishment of next meeting date.

The next regular meeting was scheduled for May 23, 2005 (moved up one week due to Memorial Day. At 4:13 p.m., the meeting was adjourned.